



State of California—Health and Human Services Agency  
**Department of Health Care Services**



**ARNOLD SCHWARZENEGGER**  
Governor

August 20, 2007

**PPL No. 07-016**

TO: Local Educational Consortia and  
Local Governmental Agency Coordinators for  
Medi-Cal Administrative Activities

SUBJECT: Notification of Local Educational Consortia/Local Governmental Agency  
Medi-Cal Administrative Activities Time Survey for Local Educational  
Agencies Claiming Medi-Cal Administrative Activities for the Second  
Quarter of Fiscal Year 2007-2008

This Policy and Procedure Letter (PPL) is notification of the designated second quarter time survey week for fiscal year (FY) 2007-2008 for Local Educational Agencies (LEAs). The time survey results are used to determine the percentage of time spent on allowable Medi-Cal Administrative Activities (MAA).

The time survey week for the second quarter of FY 2007-2008 begins on Tuesday, November 20, 2007, and requires surveying for five consecutive days when students are in attendance for that claiming unit in accordance with PPL 05-006.

Local Educational Consortia/Local Governmental Agencies must use the official LEA MAA Time Survey form. It is available to download at [www.dhs.ca.gov/maa](http://www.dhs.ca.gov/maa).

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If you have any questions concerning this PPL, please contact Ms. Barbara Schultz,  
Chief of the School-Based MAA Unit, at (916) 552-9616 or by email at  
[Barbara.Schultz@dhcs.ca.gov](mailto:Barbara.Schultz@dhcs.ca.gov).

Sincerely,

**Original Signed by Elizabeth Touhey**

Elizabeth Touhey, Chief  
Administrative Claiming Local and  
Schools Services Branch

cc: Ms. Cathleen Gentry  
MAA/TCM Consultant  
Local Governmental Agency  
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